

MINUTES

HUMAN RESOURCES COMMITTEE

CITY OF BRANSON, MISSOURI

February 13, 2015

1) Call to Order

The Human Resources Committee met in the Municipal Court Room of City Hall, Friday, February 13, 2015 at 10:30 a.m. The meeting was called to order by Mayor Raeanne Presley.

2) Roll Call

Committee Members present were Mayor Raeanne Presley, Alderman Rick Todd, Alderman Bob Simmons, and Dr. Doug Hayter.

Also present: HR Director Jan Fischer, HR Manager John E. Butler, Employee Human Resources Committee (EHRC) Chairperson Hillary Bargman, HR Specialist II Norlene Hillier, and HR Specialist I Kimberly Cooper.

3) Acknowledgement January 9, 2015.

The minutes of the January 9, 2015 meeting were acknowledged on a motion by Alderman Bob Simmons, seconded by Alderman Rick Todd. Motion passed.

7) Discussion of Questionnaire and Criteria for Evaluating RFQ for Broker Services for Municipal Insurance regarding Workers' Compensation and Property/Liability.

Due to the anticipation of having a shortened meeting, this agenda item was moved to the beginning of the meeting. HR Director, Jan Fischer presented the questionnaire and criteria that he recommended the City to use for selecting Broker Services for the City's Municipal Insurance in regards to Workers' Compensation and Property/Liability. A discussion was held regarding the various items on the criteria. Alderman Rick Todd made several suggestions on how the list could be improved. Rick Todd made a motion to approve the Questionnaire with the changes that Jan Fischer determines to make based on the discussion. Dr. Doug Hayter seconded the motion. Motion passed.

4) Discussion of previous Human Resources Committee items.

Jan Fischer gave a brief overview of the items that the HR department plans on discussing with the committee. A discussion was held about trying to stagger the Insurance Broker renewals so that they do not fall within the same year.

5) Discussion of the 2014 Turnover Report.

Jan Fischer updated the committee on the status of the 2014 Turnover statistics. Mayor Raeanne Presley requested that Jan provide a history of the last several years so that the Committee could evaluate it based on previous years to see if there was a trend. The committee was impressed with the statistics and Mayor Presley suggested that the Human Resources department highlight the Veteran numbers and promotion statistics in the City Employee Newsletter.

9) Adjourn.

Mayor Presley left the meeting at 11:00am. Quorum was lost and meeting was adjourned.